

NOTRE DAME UNIVERSITY BANGLADESH

CAREER OPPORTUNITY

POST	REQUIREMENTS
Public Relation Officer	<p>Education</p> <ul style="list-style-type: none"> • Master's Degree in public relations, mass communication, journalism or related field <p>Experience</p> <ul style="list-style-type: none"> • 3 year experience <p>Requirements</p> <ul style="list-style-type: none"> • Excellent communication skills, both orally and in writing in both languages, English and Bangla • A good work ethic and sense of professionalism • Excellent interpersonal skills • Excellent presentation skills • Ability to take initiatives and to prioritize and plan effectively • A strong knowledge of national and international media • Creative in thinking and working
Software Engineer	<p>Education</p> <ul style="list-style-type: none"> • Bachelor of Science in Computer Science and Engineering or an equivalent subject <p>Experience</p> <ul style="list-style-type: none"> • 5 years of experience in Software Development • Experience with professional software engineering best practices for the full SDLC, including coding standards, code reviews, SCM (Git), build processes, testing and operation • Excellent working knowledge of any of the programming languages (Java, PHP, C#). • Knowledge of Web Technologies and frameworks like MERN, Spring, Laravel, Hibernate, MVC, HTML, CSS, Java script, jQuery, and skilled in Markup Languages like XML and JSON • Experienced in Service Oriented, Micro-service, Event-driven and REST architecture • Experienced in professional web development and building complex web system • Excellent working knowledge of building RESTful API • Excellent working knowledge of NoSQL, MySQL and PostgreSQL • Excellent working knowledge of Continuous Integration, Continuous deployment and automated functional testing <p>Additional Requirements</p> <ul style="list-style-type: none"> • Knowledge of building ERP solution will be an added advantage. • Experienced working in evolving environment, ability to work independently, as well as in a team • Working knowledge of development and operation on a cloud platform (AWS/GCP/Azure) will be added advantage • Working knowledge on GraphQL API will be an added advantage • Confidence to work with any change of the environment, i.e., software language and tools • Ability to communicate successfully all concepts and guidelines to the development team
IT Technical Support Officer	<p>Education</p> <ul style="list-style-type: none"> • HSC <p>Training</p> <ul style="list-style-type: none"> • Trained and certified from any reputed institution in PC hardware and software applications • Diploma in IT, Computer Technology or related fields will be an added advantage <p>Experience</p> <ul style="list-style-type: none"> • 1 year working experience in related field <p>Additional Requirements</p> <ul style="list-style-type: none"> • Strong user (teachers, officers and students) service orientation • Good analytical and problem-solving abilities • Excellent knowledge of PC hardware, printer and software application maintenance and troubleshooting • Basic knowledge of LAN/WAN technologies and telecommunications including DNS, DHCP Wi-Fi APs, Routers, Switches and networks, DVR/NVR and IP camera • Passionate about IT in general and eager to learn new technologies

Employment Status
Full-time (8:30am - 4:30pm)

Job Location
Notre Dame University Bangladesh
2/A, Arambagh, Dhaka

Interested candidates may send their resumes to:
Director
Human Resources Division
Notre Dame University Bangladesh
2/A, Arambagh, Dhaka
or, hr@ndub.edu.bd
Not later than 25 Nov 2021

